

MINUTES
Town of Vienna
Planning Board (PB) - Special Meeting
May 28, 2025

Call to order: Interim Chairman Orrin MacMurray (Mac) called the meeting to order at 5:04 pm with a quorum of five members present.

Attendance:

Board Members: Orrin MacMurray (Mac), Dave Carpenter, Bill Shaughnessy, Martha Link, Miranda Ward, and Tammy Crawford (5:11). There is 1 vacancy.

Others: Secretary Kathy Pavelock and applicant Denise Mangini. Codes/Zoning Officer Reay Walker and the council liaison were unable to attend.

Minutes Approval: Minutes from the May 15, 2025, meeting will be approved at the next regular meeting.

Correspondence: Secretary Pavelock covered the correspondence since the last meeting:

- The secretary contacted applicant Denise Mangini to provide additional information on disposal and filtering of fluids used in the T-shirt screen printing business. Additional information on the filtering process and system along with data sheets on all products was provided.
- Submitted legal notice for public hearing on June 19, 2025, at 7:10.

Unfinished Business:

SUP2025-03 Denise Mangini; Primal Tee Shop; 3088 Pine Rd; 218.000-1-50.1; Zone RR1; Expand existing building and use addition for screen printing apparel. Condition of SUP2021-01 requires planning board review and approval for all changes in plans submitted with application. The board reviewed the additional information submitted by the applicant. Bill Shaughnessy made a **motion to amend part 3 of the SEQR with additional information for part 2 items #10 and #11 and to submit the SEQR and application to DEC for review**, seconded by Dave Carpenter. Poll vote:

Orrin MacMurray – Aye Bill Shaughnessy – Aye Martha Link – Aye
Miranda Ward – Aye Dave Carpenter – Aye Tammy Crawford – Absent (for this vote)
Vacancy 1 – n/a

Motion Carried.

The applicant was advised of the 30-day wait time for a response from DEC and that the Public Hearing will be held on June 19 at 7:10 pm. If a response is received from DEC by that date, the board may take final action.

New Business: None

Sketch Plan Review: None

Other: Zoning Law updates

The board continued discussions of the 44-page handout summarizing potential zoning law changes. The board discussed the following topics:

- Cannabis definitions. Martha Link noted there are lighting issues for greenhouses that are lit 24 hours a day. She will investigate the NYS laws (or model laws) limiting lighting.
- Solar. Tier 2 laws currently require a special use permit. It is suggested that this be changed to a Zoning Permit in the commercial zone.
- General Aesthetics. Mac has proposed some updates to sections 630A Special use permit objectives, 720A Screening, and 740 Architectural Lighting. These will provide some general requirements for aesthetics in line with the surrounding area and comprehensive plan.
- Tiny Home definition. Add a new definition, add to schedule B and allow in all zones.
- Assistant Zoning Enforcement Officer. Update section 2035A to allow the appointment of an assistant Zoning Enforcement Officer.
- Ground Water Overlay Zones. It is suggested to remove the unused ground water overlay zones. More research will be conducted by Dave Carpenter.
- Setbacks. Currently a maximum of 35 feet is stated for zones HR, HC, and C. Suggest that this maximum be removed.

Zoning Law updates (continued)

- Manufactured homes. Delete the last paragraph in section 510.
It is non-conforming with HUD.
- Set backs for campers, Decks, Campsites, campground trash receptacles.
Currently there are no required setbacks. Suggest that it be the same as for principal structures.
Non-conforming campgrounds should be allowed some time to become compliant (i.e. 4 years).

Mac will go through the list one more time and meet with the town board at a normally scheduled town board meeting to discuss the suggested changes. All planning board members will be encouraged to attend this monthly town board meeting. Tammy has suggestions for additional requirements for campgrounds. She will send them to Mac for inclusion in the list.

Next Meeting: June 19, 2025. New agenda items are due to the secretary by June 12, 2025.

Having no further business before the board, the meeting adjourned at 6:40 pm.

Minutes prepared by:

Kathy Pavelock /s/

Planning Board Secretary